

City of Blue Lake Request for Proposals-Commercial Kitchen Perigot Park, Blue Lake, CA



Release Date: January 7, 2022

Proposal Due Date: February 25, 2022

Pre-Bid Walk-Through: January 28, 2022



**City of Blue Lake
111 Greenwood Road
PO Box 458
Blue Lake, CA 95525**

CITY OF BLUE LAKE REQUEST FOR PROPOSAL (RFP)



Project Title: Installation of a Commercial Kitchen at Prasch Hall, Perigot Park, Blue Lake, CA

Contact Person: Mandy Mager, City Manager
111 Greenwood Ave
Blue Lake, CA 95525
707-668-5655

Project Proposal can be found on the City of Blue Lake's webpage at www.bluelake.ca.gov or at the Humboldt Builders Exchange

Project Description:

The City of Blue Lake is soliciting proposals from qualified, licensed and bonded General contractors to remodel an existing kitchen into a commercial kitchen facility.

Critical Dates and Requirements:

- ❖ RFP Announcement and Release: January 7, 2022
- ❖ Optional Pre-Proposal Meeting & Site Tour: January 28, 2022
10:00 a.m.
312 South Railroad Avenue
Blue Lake, CA
- ❖ Deadline for Submittal of Questions: February 11, 2022
- ❖ Proposals Due: February 25, 2022-3 P.M.
- ❖ State Prevailing Wage Rates **Do** Apply

Project Objective

The City of Blue Lake is soliciting bids from qualified, licensed and bonded contractors to remodel an existing kitchen into a commercial kitchen facility. The kitchen is located at Prasch Hall in Blue Lake, California. The facility is currently being used as a concession stand and contains limited kitchen equipment. Once remodeled the facility will be utilized as a rentable commercial kitchen facility and upgraded concession stand.

Key considerations in the project will be the remodel of an existing kitchen into a commercial grade kitchen, complying with all applicable Federal, State, County and City regulations. This is a State prevailing wage contract and must comply with all labor compliance rules and reporting requirements.

It is anticipated that the start date of this project, which encompasses design/permit approvals, construction, construction management and equipment installation will be May, 2022.

Requests for Information: All Requests for Information (RFI) must be in writing and submitted to the project manager, Mandy Mager, via email at citymanager@bluelake.ca.gov. Answers to RFI's will be issued via addendum.

Non-Mandatory Pre-Bid Walkthrough: The City will host a non-mandatory pre-bid walkthrough of the facility on January 28, 2022 @ 10:00 am.

Project Description

The City of Blue Lake ("The City") desires to engage the services of a qualified, licensed and bonded General Contractor to remodel an existing kitchen in Prasch Hall, located at 312 South Railroad Ave., in Blue Lake, CA.

1. The City will be receiving proposals from companies interested in providing construction services for the attached conceptual floor plans (Exhibit A) and equipment list.
2. The selected Contractor will be responsible for all architectural planning and design, cost estimating, scheduling, value engineering, constructability review during the design and construction document phases, preparation of all construction documents with required architect and engineer seals, as necessary and the bonding, construction and warranty of the entire project. In addition, the Contractor will be responsible for coordinating the project with the County of Humboldt Environmental Health Department and securing all necessary permits and Fire District approvals.
3. The City will purchase the kitchen equipment based upon the final agreed upon design; contractor will install the equipment in compliance with all applicable codes and standards.

Proposals may be hand delivered or mailed to the addresses below:

Mandy Mager, City Manager
111 Greenwood Road
PO Box 458
Blue Lake, CA 95525

Submittal Deadline. Submittals must be received by **3:00 PM (PST)**, Friday, February 25, 2022. Proposals received after the submittal deadline will be rejected.

Requested Submission

Submissions must follow the format outlined below and be signed by an officer or principal with the authority to contractually bind the firm.

1. Proposal Cover Page

2. General Firm Information

- a. Firm name, address, phone (including contractor and design professionals)
- b. Firm contact person
- c. Address from which the project will be managed
- d. Brief history/profile of the firm(s) (contractor and subcontractors if applicable)

3. Proposal

- a. Proposed scope of work and cost to construct (must include all costs associated with the project, including architect and engineering costs associated with the hood design and installations, permits, inspections, etc...)
- b. Schedule including tentative completion points
- c. Warranty information; including warranty duration
- d. Provide hourly labor rates for change orders

* Change Order Cap: Cost plus 10% on materials (receipts must be provided), 15% on contractor labor, 10% on subcontractor labor

4. Experience

- a. Overall project experience
- b. Previous experience constructing, rehabilitating or remodeling commercial kitchens of similar size and scope.

- c. Provide three (3) references for commercial kitchen projects for which respondent has served as the general contractor in the Northern California region. Include project name, owner, date of completion and any other pertinent information.

6. Technical Competence

- a. Provide a construction and project management team or organizational chart showing key members of the project team and areas of expertise, including license classifications and numbers and Department of Industrial Relations numbers for prime and sub-contractors (*See Insurance Requirements for Additional Contractor/Sub-contractor required information*)
- b. Indicate the qualifications of the respondent's construction and design staff to be assigned to the project.

7. Supplemental Material

Provide other pertinent information and/or firm brochure material or website that may be of assistance in establishing the qualifications of the proposer.

8. Bid Form

Specifics of the Proposal

The proposal should include the hood assembly and installation (**Bid Additive #1**), plumbing, electrical, painting, floor coverings and drains, plus the walls as described below. Purchase of the equipment listed in the Equipment List will be done by City Staff, but the proposal should include equipment installation and electrical upgrades and installations, sufficient to accommodate the listed equipment.

Desired Equipment – The City desires for the proposal to include the construction, plumbing and electrical set-up and installation of the following equipment. Purchase of the equipment listed below will be done by The City.

Equipment List:

Qty.	Item	Description
1	Reach-in Refrigerator	Two section, self-contained refrigerator, 46 cu. ft. capacity, locking hinged self-closing doors, 115v/60/1-ph, 6.5 amps, 1/3 HP, cETLus, ETL, ENERGY STAR
1	Reach-in Freezer	Two section, self-contained refrigerator, 46 cu. ft. capacity, -8 to 0 degrees F, locking hinged self-closing doors, 115v/60/1-ph, 12 amps, 3/4 HP, cETLus, ETL, ENERGY STAR

1	Planetary Mixer	20 qt., 3 speed, gear driven transmission, #12 attachment hub, manual 60 min timer, stainless steel wire bowl guard, Stainless steel mixing bowl with clamps, wire whisk, dough hook, and flat beater attachments. Rubber feet. 1.5 HP, 120V/60/1-ph, 1100 watts, 9 amps, NEMA 5-15P, 5' cord, cETLus, ETL,
1	36" Gas Range	6 25,000 BTU open burners, w/ conventional oven, pilot light, legs, cETLus, ETL-Sanitation
1	Convection Oven, Gas	Double deck, gas convection oven, standard depth, thermostatic controls, temp range 150 F- 500F (degrees), electronic ignition, 2 speed fan, porcelain interior, dual stainless-steel doors w/ glass viewing
1	One Compartment Sink	18" x 18" one compartment sink 18/304 stainless steel construction, 21" H galvanized legs, gussets, plastic bullet feet, 12" deep sink bowl w/ 3.5" basket drain, & faucet holes 8" apart
1	Pre-rinse Faucet Assembly	Heavy duty, 8" deck mount, 45"H, universal 1/4" NPT or 1/2" NPS male inlets, integral spring check valves, 12" wall bracket attached, heavy duty brass construction, polished chrome finish.
1	Hand Sink	18" W, wall mount, 14" L x 10" D x 5"H bowl, 18 gal, 300 series stainless steel, 6" backsplash with 2" return, 1.5" drain, gooseneck faucet, Z clip mounting bracket
1	Faucet/Spout/Nozzle	Gooseneck spout, 8" x 5" W x 11" H, with a T&S adapter
1	Three (3) compartment Sink	16-gauge, one sideboard, minimum 12" x 12" x 12" bowls, non-Chinese made
1	Janitorial Sink	As fits the space
3	Stainless Steel Tables	Various sizes, as fit the space
1	Grease Trap	Under sink, above ground grease trap

❖ **Bid Additive # 1: Commercial Hood Installation** (This item should be presented as a stand alone bid item and include the full cost of assembly, installation, engineering, permits, etc...)

A. Exhaust Hood, Class 1

Must include 430 finished stainless steel, standard stainless-steel baffle filters, grease cup, vapor proof lights, NFPA, UL, and NSF approved. To include: 1) a SP supply plenum, w/perforated bottom air return, supplied with duct collars and fire dampers, stainless steel, UL listed, NSF approved. 2) Hanging hood brackets, duct collar connections, and hood prep for installation of a prefabricated UL listed exhaust hood, 3) Hood enclosure located on front and both sides, 9'6" long, 54" hood to 10' high ceiling, 18 gauge minimum, type 304 stainless steel, and 4) Exhaust hood, wall lining, insulated, 20 gauge type 304 stainless steel, wrapped around 1" fiberglass board insulation, vertical joints between panels, concealed fasteners with top and bottom track, located from 6" above floor to +36". Flat lining to be provided from +36" AFF to bottom of hood.

B. 1) Exhaust Fan, roof mounted, centrifugal, belt driven, upward air discharge, aluminum housing, class 1, grease type with external grease receptacle, 115 V, UL Listed, 2) Class 1 exhaust duct, 16 gauge, galvanized, welded, approx. 10' of duct, straight up to exhaust fan on roof, including rain shield and blower transition. 3) Exhaust duct wrap, UL listed, or a one (1) hour rated duct shaft.

C. 1) Exhaust Fan, supply, roof mounted, centrifugal, belt-driven, downward or side air discharge, painted housing, UL approved, non-heated evaporative cooler type, with water pump, 115 V. 2) Duct, Class II, FS Class II, galvanized, insulated duct with transitions from make-up air unit on roof, to make up air ceiling registers and hood plenum.

D. Hood Control Package. Pre-wired package, to interlock 208/230/1 exhaust fan, and 115 V make up air fan and fire suppression system. Control package can be mounted in hood fire cabinet, if included with exhaust hood package.

E. 1) Fire Suppression System. Liquid Chemical system, control head and tank mounted inside wall mounted stainless steel cabinet, standard-plated fittings, black iron pipe, including up to 2" mechanical gas valve – meeting all codes and regulations. 2) Tank enclosure, hood mounted, stainless steel located on the hood. 3) Install conduit and manual pull station in walls, prior to sheet rock application. 4) Fire extinguisher, wall mounted, K class, required to complete the hood fire suppression system, as per NFPA regulation.

Installation:

- 1) Hoist into place and installation of a Class I exhaust hood system, including hanging hood and wall lining, installing hood enclosure panels, installing exhaust duct/fan package and make up air duct/fan package. 2) Balance hood system for proper operation and provide hood performance test data sheet for the County Dept. of Health.

Plumbing and Electrical

Proposals should also include all plumbing work, drain lines, water lines and recirculating lines. In addition to the above, proposals should include all necessary electrical wiring, conduits, receptacles, cords, plugs, interconnected wiring from fixture to fixture, electrical panel(s), circuits, and all connections to desired equipment, including any switches, controls, and magnetic starters.

Floors and Walls

Floor surfaces shall be designed and built with flooring recommended by the manufacturer for use in commercial kitchens. Floor surfaces and coved wall bases shall meet required code. A floor drain is required. The floors shall be sloped towards the floor drain at least 1/8 inch per foot.

The walls and ceilings shall be of a durable, smooth, nonabsorbent, and easily cleanable surface. Wall paneling, such as FRP, securely attached to the under-wall surfaces with the appropriate adhesives and screws so as to eliminate any bowing or buckling. Compatible end strips should be installed along the edges of the paneling. These panels should be installed with both adhesives and anchoring screws or nails. Finishing strips also to be provided at the edges and seams.

Indemnification, Insurance, Bonds, Lien Releases and Special Considerations

Insurance Requirements:

All Work shall be performed entirely at the Contractor's risk. Prior to the beginning of and throughout the duration of the Work, Contractor shall procure and maintain for the duration of the contract, and for a minimum of five (5) years after completion of all Work, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Work hereunder by the Contractor, his agents, representatives, employees, or subcontractors. All insurance carriers shall be admitted in the state of California and have an A.M. Best's rating of A- or better and minimum financial size VII. Coverage shall be at least as broad as the following minimum limits:

- (a) *Commercial General Liability:* Contractor shall obtain Commercial General Liability insurance no less broad than ISO form CG 00 01 with minimum limits of \$1,000,000 per Occurrence; \$2,000,000 General Aggregate; \$2,000,000 Products/Completed Operations Aggregate. The General Aggregate shall apply separately to each project. The required limits may be provided by a combination of General Liability Insurance and Commercial Excess or Umbrella Liability. If Contractor maintains higher limits than the specified minimum limits required, City shall be entitled to coverage for the higher limits maintained by Contractor.
- (b) *Automobile Insurance:* Automobile Liability insurance in the amount of One Million Dollars (\$1,000,000) combined single limit per accident to include coverage for owned, hired and non-owned autos.

- (c) *Workers Compensation Insurance*: Statutory workers' compensation insurance and Employer's Liability insurance in the amount of \$1,000,000 per accident, \$1,000,000 Disease per employee, \$1,000,000 Disease per policy.
- (d) *Verification of Coverage*: Insurance, deductibles or self-insurance retentions shall be subject to City's approval. Original Certificates of Coverage with endorsements shall be received and approved by City before work commences, and insurance must be in effect for the duration of the contract. The absence of insurance or a reduction of stated limits shall cause all work on the project to cease. Any delays shall not increase costs to City or increase the duration of the project.
- (e) *Other Insurance Conditions*:
- (1) The City, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations and automobiles owned, leased, hired, or borrowed by or on behalf of the Contractor. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 forms if later revisions used).
 - (2) For any claims related to this project, Contractor's insurance coverage shall be primary and any insurance or self-insurance maintained by City, its officers, officials, employees and volunteers shall not contribute to it.
 - (3) Contractor shall provide immediate written notice if (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; (3) or the deductible or self-insured retention is increased.
 - (4) The liability policy shall cover inter-insured suits and include a "Separation of Insureds" or "severability" clause which treats each insured separately.
 - (5) In the event Contractor employs subcontractors as part of the work covered in this proposal, it shall be the responsibility of Contractor to ensure that all subcontractors comply with the same insurance requirements that are stated in this Agreement.
 - (6) The worker's compensation insurer shall issue an endorsement waiving its right to subrogate against the City, its officers, officials, and employees.

Indemnity:

Contractor shall hold harmless, defend and indemnify City, its officers, officials, employees and volunteers from and against all claims, damages, losses and expenses including attorney fees which actually or allegedly arise out of the performance of the work described herein, caused in whole or in part by any negligent act or omission of the contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, except where caused by the active negligence, sole negligence, or willful misconduct of City its officers, officials, employees and volunteers.

Subcontracting:

- (a) Contractor shall comply with the Subletting and Subcontracting Fair Practices Act of Public Contracts Code Sections 4100 et seq.
- (b) Contractor shall submit to the City the following information as part of its bid proposal:
 - (1) The name and location of the place of business of each subcontractor performing work, labor or rendering construction services and each subcontractor licensed by the State of California specially fabricating and installing improvements according to detailed drawings or the plans and specifications, in an amount in excess of one-half of one percent of the Contractor's total bid.
 - (2) The portion of the Work to be done by each subcontractor.
- (c) Contractor shall list only one subcontractor for each portion of the Work identified in the bid.
- (d) Contractor shall include in all subcontracts and require of all subcontractors all insurance and indemnity requirements and provisions of the Contract that are applicable to any subcontractor's scope of work. Subcontractor's responsibility for defense and indemnity obligations shall survive the termination or completion of this Contract for the full period of time allowed by law.
- (e) Each subcontractor shall be obligated to Contractor and the City in the same manner and to the same extent as Contractor is obligated to the City under the Contract Documents. If hiring a sub-subcontractor to perform any Work, the subcontractor shall include in the sub-subcontract all provisions of the Contract Documents including all insurance and indemnity provisions that are applicable to said sub-subcontractor's scope of work.

(f) Contractor shall furnish a copy of the Contract insurance and indemnity provisions to any subcontractor upon request. Upon request from the City, Contractor shall provide insurance certificates and endorsements of its subcontractors.

2. Registration with Department of Industrial Relations: Contractor and all subcontractors shall be currently registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5.

Bonds

a. A **performance bond** on the part of the contractor for 100 percent of the contract price. A “performance bond” is one executed in connection with a contract to secure fulfillment of all the contractor’s obligations under such contract.

b. A **payment bond** on the part of the contractor for 100 percent of the contract price. A “payment bond” is one executed in connection with a contract to assure payment as required by statute of all persons supplying labor and material in the execution of the work provided for in the contract.

Contracting Process

Upon completion of the selection process, The City will award a contract to the party(ies) whom it elects to provide the Services in this Request.

Disclaimers

The City anticipates a single contractor will be selected as a result of this Request; however, The City reserves the right, in its sole discretion, to award contracts to multiple contractors, to perform apportionments of the Services. The City further reserves the right, in its sole discretion, to reject any or all response submittals, waive any informalities in this process or the submittal requirements; and/or cancel, in whole or in part, this Request for Proposals.

Nondiscrimination: Contractor shall ensure equal employment opportunity for all persons, regardless of race, color, religion, sex, creed, national origin, ancestry, age, medical condition, physical or mental disability, Vietnam-era veteran or special disabled veteran status, marital status or citizenship, within the limits imposed by law. These principles are to be applied by Contractor in all employment practices including recruiting, hiring, transfers, promotions, training, compensation, benefits, layoffs, and terminations. Contractor agrees to comply with Title VII of the Civil Rights Act of 1964, as amended, the California Fair Employment Practices Act, the Americans With Disabilities Act of 1990, and any other applicable federal and state laws and regulations pertaining to nondiscrimination.

Independent Contractor: Parties intend that Contractor, in performing Work, shall act as an independent contractor and shall have control of his work and the manner in which it is performed. Contractor shall be free to contract for similar services to be performed for others while under contract with City, provided no conflict of interest is created. Contractor is not to be considered an agent or employee of City.



BID FORM

To: The City of Blue Lake ("Owner")

From: _____

(Proper Name of Bidder)

The undersigned declares that the project documents have been read, and agrees and proposes to furnish all necessary labor, materials, and equipment to perform and furnish all work in accordance with the terms and conditions identified in the Request for Proposals.

Project: Prasch Hall Commercial Kitchen

And will accept in full payment for that Work the following total lump sum amount, all taxes included.

Base Bid: (W/O Bid Additive)	\$
Bid Additive (Hood):	\$

It is understood that the Owner reserves the right to reject this bid and that the bid shall remain open to acceptance and is irrevocable for a period of ninety (90) days.

Addenda Acknowledgment: Receipt and Acceptance of the following addenda is hereby acknowledged:

No.: _____, Dated: _____	No.: _____, Dated: _____
No.: _____, Dated: _____	No.: _____, Dated: _____
<input type="checkbox"/> Or check here if <u>NO</u> addenda were issued.	

Bidder represents that it is competent, knowledgeable, and has special skills with respect to the nature, extent and inherent conditions of the Work to be performed.

Furthermore, Bidder hereby certifies to the City of Blue Lake that all representations, certifications, and statements made by Bidder, as set forth in this bid form, are true and correct and are made under penalty of perjury.

Dated this _____ day of _____, 2022

Name of Bidder:	
Type of Organization:	
Signature:	
Signed By:	
Title of Signer:	
Address of Bidder:	
Taxpayer's Identification No. of Bidder:	
Telephone Number:	Fax No:
Email Address:	
Bidders DIR Number:	
Contractor's License No's and Class:	

CITY OF BLUE LAKE

EXHIBIT A

PROPOSED EQUIPMENT LAYOUT

